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Dear Madame/Sir,

International Charitable Foundation “Alliance for Public Health” (hereinafter - the “Alliance”) together with State Institution "Public Health Center of the Ministry of Health of Ukraine" (hereinafter - the “PHC”) and Charitable organization “All-Ukrainian Network of people living with HIV/AIDS” (hereinafter – the “Network”) announces the **Bidding for the procurement of audit services.**

Please read Bidding Documents comprising

а) this bid announcement,

b) TOR and General conditions with annexes,

**Bidding conditions:**

1. Commercial proposals submitted by the bidders must be valid without changes during not less than 90 (ninety) days from the day of their submission.

2. Fees have to be fixed in USD accordingly to the TOR and General conditions.

3. Requirements, timelines and payment set in the TOR and General conditions.

4. Deadline for bid proposal submission shall be not later than **February 20th, 2025, 12:00 (GMT+2**). All proposals received afterwards shall not be considered.

4. Proposals should be sent in sealed envelopes to the address 01054, Kyiv, str. Bulvarno-Kudryavska, 24, block 3 **or in encrypted ZIP archives** to a separate e-mail box [**tenders@aph.org.ua**](mailto:tenders@aph.org.ua). In the subject of the e-mail, it is necessary to indicate: Attention: Julia Lisova, tender for procurement of audit services.

5. The public opening of proposals will be done by means of a ZOOM teleconference.

• Each tender participant who announced his intention to participate in the tender and submitted a proposal within the specified period will receive a link to join the teleconference.

• during the opening procedure, all participants send ZIP passwords of offers to the procurement specialist in the chat or messenger. The opening of the archive and the announcement of price offers will take place online, and the entire process will be recorded in the opening protocol.

6. Principal factors to influence the final decision with regard to bidding winner (s) are indicated in the clause 3.2. of the General conditions.

7. Bid winner(s) will be selected on the bidding committee session to be held in 5 working days after the deadline of commercial proposals submission and their detailed technical, financial and legal evaluation, but not later than February 27th 2025 . Information about the winner(s) shall be disclosed within 3 (three) working days after official approval of the winners by the bidding committee.

8. If proposal sent in envelope - the envelope must contain bidding title and the words: “DO NOT OPEN BEFORE…” (indicate time and date set forth in the documentation as the time of bidding proposals envelope opening).

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| ***BIDDING PROPOSAL - IA-2025***  ***(audit services)***  ***DO NOT OPEN BEFORE February 20th, 2025, 12:00 (GMT+2).*** |

10. ICF Alliance for Public Health” reserves the right to require from bidding participants to provide additional materials or information confirming the compliance of specific proposal provisions to the specification requirements and participant’s compliance as a legal entity.

11. ICF Alliance for Public Health” reserves the right to accept or decline any bidding proposal according to the documents and its own policies and procedures, or stop bidding procedure and refuse from all proposals any time before entering into the agreement without any responsibility therefor before to the bidding participants.

12. ICF Alliance for Public Health” shall inform about the reason of declining all proposals in the event of a written request from the bidding participant.

Any questions regarding this bidding may be provided in electronic format only on the e-mail address: Lisova@aph.org.ua (Attention of Lisova Yuliya).

Please pay attention that according to the bidding procedures February 18th 2025 is the last day when you can make questions regarding this bidding to the Alliance.

Responses to the questions asked by the potential bidding participants and any clarifications will be sent to the organizations which approved receiving this announcement by e-mail.

Attachments:

1. Alliance Audit General conditions
2. TOR Alliance Audit 2024
3. Annex 1. Financial Statement
4. Annex 2. Management Letter
5. Annex 3. Comprehensive Auditor’s Report template

Please kindly confirm the receipt of this bid announcement.

Thank you for cooperation

best regards,

**image001**

**Alliance for Public Health**

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